



The Rowans
AP Academy

Recruitment Pack

**Assistant
Principal**



Welcome to THAT

Thank you for your interest in joining The Howard Academy Trust. We are a family of 9 academies—4 primary, 4 secondary, and 1 alternative provision—working across Medway, Kent, and Bexley. As a Trust, we are committed to delivering the highest standards of education for all children and young people, regardless of their background.

Our vision, *"Working together to create a community of successful learners"* underpins everything we do. We firmly believe that every child deserves access to at least a good education, and we are proud that every academy within our Trust has maintained or improved its Ofsted rating. Notably, Temple Mill Primary School and Waterfront UTC made the remarkable journey from Special Measures to Good at their first inspection since joining us—a testament to the dedication and expertise of our staff.



At The Howard Academy Trust, we recognise that our people are central to our success. We are committed to supporting and developing our staff so that they, in turn, can provide an outstanding education for our students. Each of our academies serves its own unique community, and our role as a Trust is to provide the support, guidance, and collaboration needed to drive continuous improvement.

We are always looking for talented and passionate individuals to join our team. If you share our belief in the power of education and want to be part of an organisation that truly makes a difference, we would love to hear from you.



Owen McColgan
Chief Executive
The Howard Academy Trust



THAT Benefits

The Howard Academy Trust is very pleased to offer our staff a vast range of benefits, both professional and personal, as we believe that our excellent teaching and support staff should be supported at work and rewarded for the great work they do.



Platinum
Workplace
Wellbeing Award



benenden
health
Subsidised Private
Healthcare



Free flu jabs
every autumn



Employee Assistance
Programme with
Free Counselling



Mental Health
First Aiders
in all schools



Early finish for
teaching staff on
Fridays for CPD/PPA



Multiple routes
into teaching



Opportunities for
collaborative CPD



Trust-wide training
and networking
events



Career Progression
and upskilling
opportunities



Bespoke in-house
Into Leadership
Courses



LGPS/TPS Pension
Scheme & Generous
Contributions



Competitive salary
with annual pay
progression



Early salary
withdrawal with
Access EarlyPay



Minimum 25 days
annual leave for
full time staff,
plus bank holidays



Discounted hire of
school facilities



Cycle to work
scheme



Free car parking
at each Trust site



EV Charging across
sites



On site catering
with a full
lunch menu



Discounted gym
membership



A diverse and
inclusive workplace



Staff referral
scheme



Flexibility
for life events



Annual
Trust Awards

We are happy to talk about flexible working.



Our Family of Schools



The Howard School
1,500 Pupils on Roll
Located in Rainham, Kent



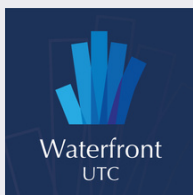
Temple Mill Primary School
240 Pupils on Roll
Located in Strood, Kent



Deanwood Primary School
230 Pupils on Roll
Located in Rainham, Kent



Thames View Primary School
450 Pupils on Roll
Located in Rainham, Kent



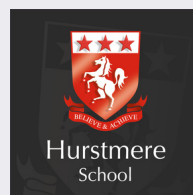
Waterfront UTC
370 Pupils on Roll Rated
Located in Gillingham, Kent



Miers Court Primary School
410 Pupils on Roll
Located in Rainham, Kent



The Abbey School
1,100 Pupils on Roll
Located in Faversham, Kent



Hurstmere School
960 Pupils on Roll
Located in Sidcup, London



The Rowans AP Academy
93 Pupils on Roll
Located in Chatham, Kent

Welcome to The Rowans AP Academy



The Rowans AP Academy is a provision which enables young people to change the direction of their lives. Through a trauma informed approach, positive relationships and a strong focus on our core values of kindness, commitment and resilience, all pupils have the opportunity to re-engage with education, taking ownership of their lives and their choices.

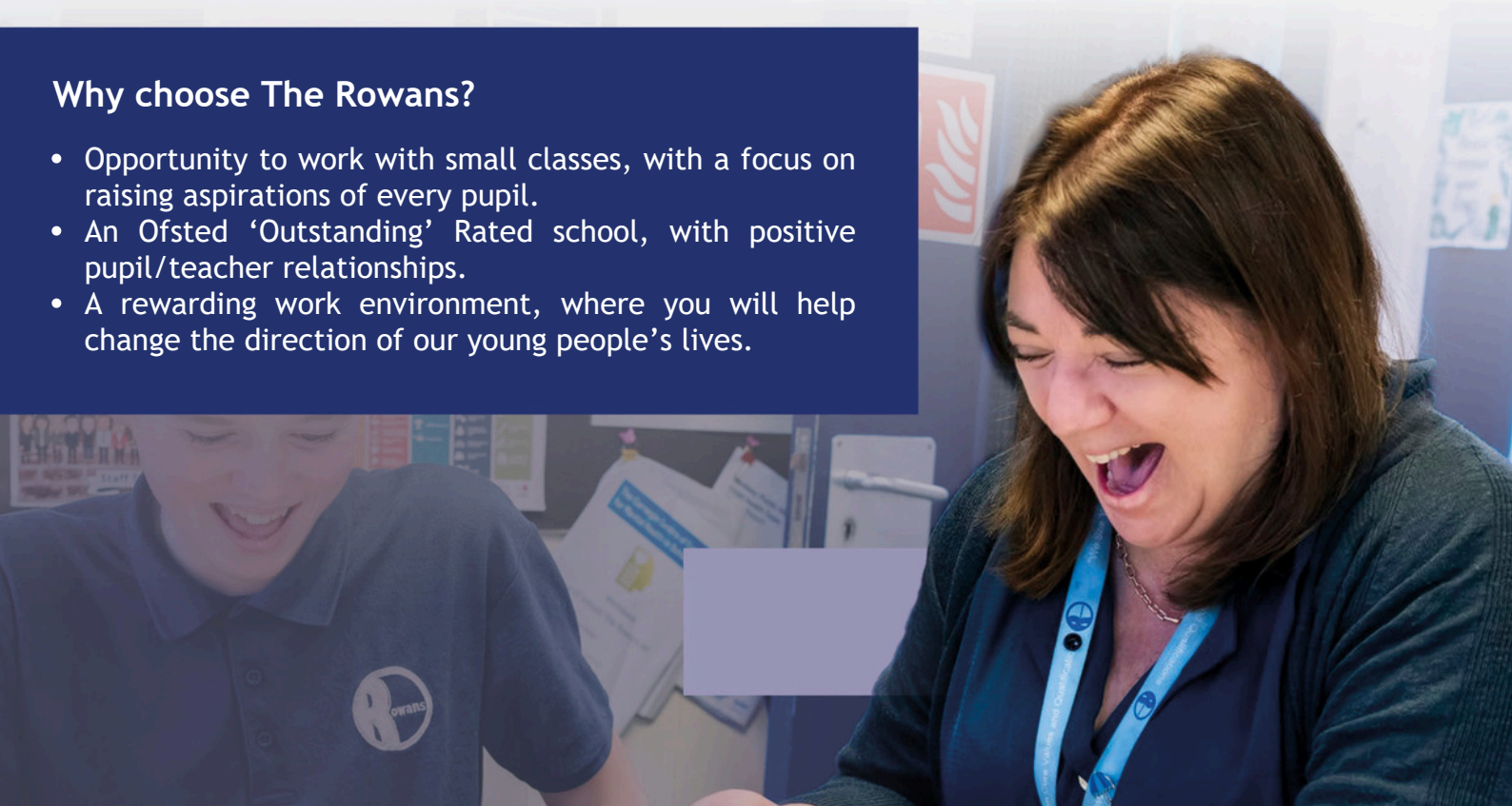
The Rowans AP Academy supports pupils who struggle with conventional education or, due to particular changing and often traumatic events in their lives, need a period of time in an alternative provision.

We offer alternative provision with a firm focus on supporting, engaging and raising the aspirations of every pupil. Through a bespoke combination of a challenging, engaging and progressive curriculum, a tailored interventions programme and cultural capital activities, we can ensure that every pupil has the opportunity to experience success and make progress.

Mrs May, Principal

Why choose The Rowans?

- Opportunity to work with small classes, with a focus on raising aspirations of every pupil.
- An Ofsted 'Outstanding' Rated school, with positive pupil/teacher relationships.
- A rewarding work environment, where you will help change the direction of our young people's lives.




NOR
93


Age Range
5-18


PP
65.6%


FSM
65.6%


SEN
25.8%


EAL
0%

Job Description

Job Title: Assistant Headteacher - Personal Development and Character Education

Contract Type: Permanent, full time

Remuneration: Leadership Pay Scale, Points 1-6

Core Purpose and Scope

The holder of this post is expected to carry out the professional duties as described below, as circumstances may require and in accordance with the Trust's policies, under the direction of the Senior Leadership Team and Principal. The post-holder is required to fully support the vision, ethos and policies of the Trust.

THAT Vision & Values

As a Trust, our Vision and Values are achieved through:

- Excellent teaching and learning that promotes inclusivity;
- Regular opportunities for collaborative CPD to ensure best practice across academies;
- A proactive network for joint working across academies, for staff at various career stages;
- The highest standards of behaviour and conduct achieved through clear expectations and positive relationships;
- The unique character of each academy is valued and contributes to the THAT whole Trust ethos;
- Shared whole trust values of dignity, respect and ambition.
- High aspirations for all involved with the Trust;
- Each academy is a hub for its local community and families;
- Facing outwards and working in collaboration with other organisations and stakeholders;
- A centralised team that allows academies leaders to focus on their core purpose of education.

Values and Behaviour

Teaching & Support Staff play a vital role in making the education of the students their first concern, and are accountable for achieving the highest possible standards in work and conduct. All members of staff must act with honesty and integrity; have strong knowledge within their field, keep their knowledge and skills up-to-date and are self-critical; forge positive professional relationships; and work with parents in the best interests of the students in the school.

Personal and professional conduct

The post holder should always conduct themselves professionally, treating students and staff with mutual respect, regardless of personal beliefs, in accordance with Trust ethos, policies and practices.

Purpose of the Job:

Key responsibilities:

Strategic Leadership

- Develop and implement a whole-school personal development framework that aligns with the school's vision and values.
- Lead on the delivery, monitoring and evaluation of character education and personal development across all key stages.
- Oversee the PSHE curriculum, careers offer, and enrichment offer
- Contribute to whole-school self-evaluation (SEF) and the school improvement plan (SIP), particularly in areas relating to personal development, SMSC, and well-being.

Character Education

- Embed the school's core values into all aspects of school life through curriculum, assemblies, rewards, behaviour systems and wider culture.
- Design and oversee a character education curriculum that includes both explicit and implicit development of the core values of resilience, respect, empathy, and integrity.
- Promote and ensure student voice is embedded in school improvement.

PSHE Curriculum

- Line manage and quality assure the PSHE curriculum to ensure statutory compliance, relevance, and high quality.

Assemblies and Cultural Capital

- Oversee the strategic planning of the assembly programme to support The Rowans core values, British Values, diversity, safeguarding themes, and pupil voice.
- Ensure that all pupils access enrichment experiences that enhance cultural capital and support their social and emotional development.
- Lead the planning and delivery of key events such as Enrichment Week, Values Days, and leavers celebrations.

- Oversee and contribute to the creation of newsletters celebrating personal development achievements
- Coordinate end-of-term assemblies to celebrate pupil achievements.
- Lead and develop the house system to promote school spirit and values.

Careers and Life Skills

- Work closely with the school's Careers Leader to ensure a high-quality, Gatsby-aligned careers programme.
- Monitor and track the delivery and impact of the skills for learning curriculum.

Pupil Well-being and Safeguarding

- Work with the Designated Safeguarding Lead to ensure personal development provision supports vulnerable pupils, including those with SEND and disadvantaged pupils.
- Work closely with the interventions lead to ensure that pupils have the support and guidance they need to promote personal growth, wellbeing, self-esteem and emotional regulation strategies.
- Ensure systems for recognising and responding to pupil voice and well-being are embedded and effective.

Accountability and Monitoring

- Monitor and evaluate the impact of personal development provision through learning walks, student voice, curriculum scrutiny and pupil outcomes.
- Ensure provision meets the criteria for an exceptional 'Personal Development' offer.

Additional duties:

- All staff, with the support of the Academy's designated DSL, have a responsibility for providing and safeguarding the welfare of the students and young people
- To be familiar with and support any health and safety procedures and ensure all duties and responsibilities are discharged in accordance with the Academy's health and safety at work policy

This job description does not form part of the Contract of Employment and is not necessarily a comprehensive description of the duties required but outlines the main responsibilities of the post. It will be reviewed regularly and may be subject to modification or amendment at any time after consultation with the holder of the post. The duties may be varied to meet the changing demands of the Academy at the reasonable discretion of the line manager.

Person Specification

Please refer to these requirements when completing the application. The Person Specification is related to the requirements of the post as determined by the Job Description.

Essential	Desirable
Education and Qualifications	
<ul style="list-style-type: none"> Qualified Teacher Status 	<ul style="list-style-type: none"> Leadership qualification First aid qualification
Experience	
<ul style="list-style-type: none"> Proven ability to work effectively both under guidance and with initiative, demonstrating proactivity, productivity and reliability Experience of successful leadership at either a middle or senior level Experience of teaching maths at a secondary level. KS3 and KS4 	<ul style="list-style-type: none"> Experience of working within the academy or education sector Experience leading a whole-school area (e.g SEND or behaviour) Knowledge with MIS platforms Experience of contributing to Ofsted Inspections or self-evaluation processes
Knowledge and Understanding	
<ul style="list-style-type: none"> Exceptional communication and interpersonal skills, capable of building rapport with diverse individuals To have a teaching commitment, acting as a role model for teaching, learning assessment, creativity and enrichment across the curriculum Commitment to high standards and continual improvement 	<ul style="list-style-type: none"> Knowledge of child protection and safeguarding policies Sound understanding of equal opportunity issues within the workplace and the importance of culture and ethos, and how these impacts on morale, high expectation, and high standards
Characteristics and Competencies	
<ul style="list-style-type: none"> Ability to aspire and lead others Able to manage change, think strategically and solve problems effectively 	<ul style="list-style-type: none">

